TOWN OF UNDERHILL
SELECTBOARD SPCIAL MEETING MINUTES
Underhill Town Hall
Wednesday, October 24, 2018 1:00 p.m.

Selectboard: Kurt Johnson and Pat Sabalis
Town Staff: Sherri Morin, Nate Sullivan, Andrew Strniste, Amanda Bosley, Kermit Blaisdell and Brian Bigelow
Public: None

1:05 p.m. Call to order, adjustments to agenda. Meeting called to order by Chair. Discussion of insurance, chipping and draft letter to Douglas Edwards re: Repa Trail.

1:06 p.m. Public Comment Period. None.

1:08 p.m. Finance Director/Human Resource Manager Position. Selectboard and staff discussed areas of interaction with the Finance/Human Resource position. The need for a qualified, experienced replacement expressed. Interim goal is to get a 8-10 hours per week person to help with day-to-day obligations and an additional 8-10 hours per week of more experienced oversight.

Discussion about part time versus full time ensued. Consensus to consider part time (30 hours) as it would be easier to add hours and responsibilities than the reverse. Town Administrator to revise Job Description and Job Posting.

Pat Sabalis to contact contractors regarding providing Human Resources services.

2:20 p.m. Insurance. Chair summarized Larry Smith's/VLCT's presentation from the previous meetingt. Insurance options increased with federal statute change to authorize Health Insurance Associations. Comparison between new Association BRS of Vermont and Current BC/BS plan provided. BRS offers BC/BS products at ~10% less and would be the most straightforward in terms of continuity of network processes and providers. There is no BC/BS Platinum equivalent offered. Smith provided a comparison of BRS's Option B, equivalent to the BC/BS Gold Plan. Savings would be $15,933 (-21.03%). HRA Funding would see a $400 increase to cover the Deductible and Out of Pocket expenses for the five employees who are currently enrolled. Goal to keep employees whole with current coverage level while saving money. Comparison to be shared with employees. Employees are encouraged to submit individual questions to the Town Administrator who will consolidate all questions and submit to Larry Smith/VLCT.

2:29 p.m. Chipping. Road Foreman explained that there were four locations where a tree removal service was needed (Irish Settlement Road, Maple Ridge, Town Garage and Beartwon Road former Gravel Pit. Irish Settlement is a large enough site (80-100 cords of log length or chips) to be no cost, Maple Ridge might be, the Town Garage and Gravel Pit would not be. The worst case scenario would be three sites at $2,500 each. Discussion ensued about the Gravel Pit not being a definite site for a Solar Array as it would be pending engineering review by Green lantern Group post lease agreement.

Kurt Johnson moved to authorize contracting for tree removal at a cost not to exceed $5,000 on Irish Settlement Rod, Maple Ridge and Town Garage. Pat Sabalis seconded and the motion passed on a vote of 2-0.

Douglas Edwards/Repa Trail. Draft letter discussed. Edits proposed. Town Administrator to make changes prior to Chair signing.

3:02 p.m. Budget Surplus. Additional input from Road Foreman to be submitted prior to the October 30 meeting.

3:03 p.m. FY19/20 Preliminary Budget Discussion with Staff. Assessing, Planning & Zoning, Town Administrator and Town Clerk presented department proposals. Those proposal will be added to a spreadsheet prior to next meeting.

Consensus to continue the agenda item to a Special Meeting to be held on November 1 at 9:00 a.m.

Schedule. Notice made that the next Regular Selectboard date is November 6, 2018 and that Special Meetings would be held on October 30, 2018 at 6:00PM to include the Public Informational Hearing on the Special Town Meeting ballot item and on November 1 at 9:00 a.m. for additional budget discussion.

3:50 p.m. Adjournment. On a motion made by Kurt Johnson and seconded by Pat Sabalis the Selectboard voted to adjourn on a vote of 2-0.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended

Kurt Johnson, Chair